

**City of Tillamook Planning Commission Minutes
October 1, 2009**

I. CALL TO ORDER:

Chairperson Stewart called the meeting to order at 7:00 pm.

Commission Members Present:

Jan Stewart, Chairperson

Howard Harrison, Vice Chairman

Nick Hahn

Ray Jacobs

Tamra Jacobs

Staff Present:

David Mattison, City Planner

Debbi Reeves, Administrative Assistant

Guests Present:

Gary & Tiffany Wright, 4110 3rd St., Tillamook OR 97141

Glenn Schneid, 8196 SW Hall Blvd. Suite 210, Beaverton OR

II. APPROVAL OF MINUTES.

Chairperson Stewart asked for approval of the minutes.

➤ **H. Harrison** motioned to approve the minutes of the September 3rd, 2009 meeting. **R. Jacobs** seconded the motion. There was no discussion. **Chairperson Stewart** called for the vote and ayes were received by **H. Harrison** and **R. Jacobs**. **N. Hahn** and **T. Jacobs** abstained which counted as “yes” votes. The motion passed unanimously.

III. CITIZENS HEARINGS AND DELEGATIONS:

Chairperson Stewart read the script for Citizens Hearing and asked if anyone in the audience had non-agenda items. There were no comments from the audience.

IV. PUBLIC HEARINGS:

- 1) **Chairperson Stewart** opened the Public Hearings by reading the hearing disclosure which includes 10 days for appeal. She asked if any members of the commission had exparte contact, conflict of interest or bias for the first applicant, Gary and Tiffany Wright.

T. Jacobs announced she did have a potential conflict of interest.

Chairperson Stewart asked her to take a seat in the audience.

N. Hahn announced he had a personal relationship with the applicant but would not have any conflict, exparte contact or bias.

Chairperson Stewart asked if anyone in the audience would like to challenge the

decision. She also asked the commission members if they agreed there was no conflict, ex parte or bias. No one in the audience challenged the 4 members of the commission. She asked City Planner **D. Mattison** to proceed with the staff report.

City Planner, D. Mattison, read the Preliminary Findings and Conclusions for Conditional Use Permit #CU-09-02 and Minor Partitions #M-09-03 and Site Plan Review #SP-09-03 for Map T1SR9W 30DB Tax Lot 2400. The owner of the property is Gary and Tiffany Wright. **D. Mattison** explained and commented on the Preliminary Findings and Conclusions document. He pointed out the Comprehensive Plan Policy 7 which encourages a wide range of housing types and Policy 17 that encourages innovative design and development. He explained collector streets. **D. Mattison** feels the proposal appears to meet criteria of the Comprehensive Plan and recommends approval. He noted there were no comments from the 55 adjacent property owners.

Chairperson Stewart asked if there were questions from the members. **H. Harrison** and **N. Hahn** both had questions regarding easements, which were addressed by **D. Mattison**.

D. Mattison also explained shared access and that it is compliant with Public Works code. **Chairperson Stewart** thought this item might need to be added to the document as a condition or fact. There were no other questions. She then asked the applicant to come to the podium to introduce themselves, speak about their plan and answer any commission questions.

Applicant: Gary and Tiffany Wright, 4110 3rd St., Tillamook OR 97141. Tiffany Wright was the spokesperson and explained the shared driveway issue. She also had supporting documents and photos to be entered into the record.

Chairperson Stewart asked if there was any opposition or neutral testimony from the audience and there was none. She closed the Public Hearing and opened the meeting for commission discussion. There was no discussion.

➤ **H. Harrison** made a motion to approve Conditional Use Permit #CU-09-02 and Minor Partitions #M-09-03 and Site Plan Review #SP-09-03 and amend adding Public Works driveway conditions. **N. Hahn** seconded the motion. Ayes were received by **R. Jacobs, H. Harrison, N. Hahn** and **J. Stewart**. **Chairperson Stewart** noted she would be a voting member to constitute a quorum. The motion passed unanimously.

Chairperson Stewart advised there is a ten-day appeal period from the date of decision.

Chairperson Stewart welcomed **T. Jacobs** back to the commission panel.

- 2) **Chairperson Stewart** opened the Public Hearing asking first for any conflict, bias or ex parte contact, noting the 10 day right of appeal. There was none and there were no challenges from the audience.

City Planner, D. Mattison read and explained the Final Finding and Conclusions for Site Plan Review #SP-02-04 Map 1S9W30 Tax Lot 500. The property is partially occupied by the Tillamook County Transportation District (TCTD) who is asking to construct a maintenance building. He explained they would be eliminating several parking spaces but standards are still being met. He also touched on what is being changed and proposed.

Chairperson Stewart asked if there were questions. There were no questions from the commission at this time. She then asked the applicant to come forward to speak to the commission.

Applicant Spokesperson: Glenn Schneid, Day PCM Services, 8196 SW Hall Blvd, Suite 201 - Beaverton OR. **Mr. Schneid** explained his company was hired by the TCTD. He explained the plans for a bus wash facility. He explained the efficiency of a bus wash and how it would work. He also explained where the facility would be located and how it would affect parking. **T. Jacobs** had questions about Park and Ride spaces which were explained. **H. Harrison** asked about the location of the building.

Chairperson Stewart asked if there were any further questions. She then asked if there was anyone else to speak in support of the application.

TCTD Director: Matt Mumford, 3600 3rd St, Tillamook OR. M. Mumford explained the benefits of the new system and looking at the future of the bus system.

Chairperson Stewart then closed the Public Hearing. There were no oppositions or questions from the audience. She then opened for questions from the commission.

T. Jacobs had questions about the number of spaces shown on the Findings and Conclusions, page 4. After discussion the number of parking spaces shown in #3, Section 25 were incorrect and will be corrected in the motion.

H. Harrison had questions about collection and the collection system of the proposed building.

Chairperson Stewart re-opened the Public Hearing for the applicant to respond to the questions for the reclamation system. **Mr. Schneid** explained how the reclamation system would work and DEQ compliance.

The Public Hearing was re-closed by **Chairperson Stewart** and noted for the record there was no one in the audience but the applicant therefore no challenges.

T. Jacobs had questions about the existing driveway. **N. Hahn** and **R. Jacobs** had questions about oil and chemical separation, which **D. Mattison** explained would be handled by the Public Works Director.

➤ **N. Hahn** made a motion to approve Site Plan Review #SP-02-04 with

amendments to Page 4 of the Final Fact and Conclusion document to show the number of parking spaces shown in #3, Section 25, item A will be corrected from 43 parking spaces to 38 parking spaces and item B will be corrected from 45 parking spaces to 42 parking spaces. The motion was seconded by **R. Jacobs**. Ayes were received by **N. Hahn, H. Harrison, T. Jacobs** and **R. Jacobs**. The motion carried unanimously.

Chairperson Stewart advised there is a ten-day appeal period from the date of decision.

V. ITEMS OF HIGH PUBLIC INTEREST: None

VI: ITEMS OF COMMISSION CONCERN:

H. Harrison had questions and comments about the road conditions near the new TBCC college. **D. Mattison** will follow up on this. The commission discussed fencing and set back issues and then proceeded to discuss sidewalks.

T. Jacobs had concerns about the runoff from the gutters on the IOOF building in town. **City Planner, D. Mattison** will speak with **A. Sullivan** the Public Works Director.

N. Hahn stated the new Trask Mountain Cycle shop looks nice.

VII: ANNOUNCEMENTS:

City Planner, D. Mattison announced there will be a special Planning Commission meeting on October 15, 2009 at 7:00 pm at City Hall for the Tillamook Urban Renewal Agency (TURA) to present possible Plan Amendments. On November 30, 2009 there will be a Joint City Council, Planning Commission, TURA workshop regarding US 101/OR6 Off Street Parking. It will be held at City Hall at 5:30 pm. The Oregon APA sessions are still online. **Chairperson Stewart** and **D. Mattison** went to the OPI Conference and will get together to outline information to bring back to the commission.

VIII: ADJOURNMENT:

With no further discussion or objections, the meeting was adjourned by **Chairperson Stewart** at 8:30 p.m.

Prepared by: **Debbi Reeves,**
Administrative Assistant

Approval Acknowledged by:

Jan Stewart, City Planning Commission Chairperson

Date